1	APPROVED NOVEMBER 19, 2002
2 3	Library of California Board Meeting Minutes August 15, 2002
4 5 6	Hyatt Regency Sacramento 1209 L Street Sacramento, CA
7	CALL TO ORDER AND INTRODUCTIONS
8	Board President Fong convened the meeting on August 15, 2002 at 10: 25 a.m. and
9	welcomed Board Members, staff, and the audience to Sacramento. She then led the meeting in
10	the Pledge of Allegiance to the Flag of the United States of America.
11	The following Board Members were present: President Victoria F. Fong, Vice-President Kim
12	Wang, James R. Dawe, Fred Gaines, Ed E. Harris, John Kallenberg, Jane F. Lowenthal, Mary I.
13	Purucker, Susan Steinhauser and Sally Tuttle. Not present was Maurice A. Calderon.
14	California State Library (CSL) staff present were: Dr. Kevin Starr, State Librarian, Cameron
15	Robertson, Deputy State Librarian, Mark Parker, Library Development Services Bureau Chief,
16	Liz Gibson, Dr. Diana Paque, Tom Andersen, Chris Berger, Ira Bray, Bessie Condos Tichauer,
17	Cindy Costales, Carla Lehn, Sandy Habbestad, Cindy Tackett, Sharon Croley, Kris Rich, Joyce
18	Walker and Wanda Green.
19	ADOPTION OF AGENDA
20 21 22	It was moved, seconded (Harris/Lowenthal) and carried unanimously that the Library of California Board adopts the agenda of the August 15, 2002 meeting as amended.
23 24 25	(On page 6 of the agenda, items C.3., C. 4., C.5., C. 7., C. 10., C. 11. and D. 2. b. were removed.)
26	APPROVAL OF MINUTES
27 28 29 30	It was moved, seconded (Gaines/Wang) and carried unanimously that the draft minutes of the May 30, 2002 Library of California Board Meeting were approved as presented.

1	ADOPTION OF THE CONSENT CALENDAR
2	It was moved, seconded (Kallenberg/Purucker) and carried unanimously that the
3	Library of California Board approves the Consent Calendar included with the agenda
4	of August 15, 2002 as printed.
5 6	Board Actions Adopted from the Consent Calendar
7	Access Services Committee:
8 9 10 11	By consent, the Library of California Board approves the System Population and Membership figures for use in the allocation of CLSA System Reference Program funds for the fiscal year 2002/03.
12	Support Services Committee:
13 14 15 16	By consent, the Library of California Board approves the four memberships for the potential members listed in Table A, with member services to begin immediately. (See Attachment A)
17 18 19 20	By consent, the Library of California Board approves the additional participating library for existing members as listed in Table B, with services to begin immediately. (See Attachment B)
21 22	REPORTS TO THE BOARD
23	Board President's Report
24	President Fong spoke of the challenges for the Library of California (LoC) due to
25	California's current budget shortfall. She thanked the staff and Board for their support during
26	the changes resulting from the budget reductions and reviewed numerous discussions with staff
27	on the effects of the budget reductions.
28	On behalf of the LoC Board and in support of its programs, President Fong sent letters to
29	Senator Steve Peace, Chair of the Budget and Fiscal Review Committee, and to Assembly

member Jenny Oropeza, Chair of the Committee on Budget. Letters were also sent to Assembly

member Carl Washington for his support on AB 2730, Public Libraries: Resources for Youth;

copies were sent to the Senate Education Committee. President Fong corresponded with

Assembly member Christine Kehoe who has expressed great concern about the LoC budget cuts.

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1 President Fong received an acknowledgment regarding reinstatement of Public Library

2 Foundation (PLF) funding from Senator Dick Ackerman. In addition, letters of support for

LSTA Reauthorization have been sent to Senators Feinstein and Boxer.

4 President Fong met with Member Susan Steinhauser, Diana Paque and library constituents in

the Bay Area, to discuss how to further the essential elements of the LoC in spite of budget

reductions. She met with Dr. Kevin Starr and CSL staff to discuss the administration of the state

Local Assistance program and support from the State Librarian on how to move LoC programs

forward given the limited budget. In addition, upon review of Ad Hoc Committee on Public

Awareness and after discussion with Committee Chair Lowenthal, it has been decided that each

committee should be addressing the public awareness issue. President Fong credited Member

Lowenthal as a strong voice on the public awareness issues and thanked her and committee

members for their work. President Fong appointed Member Lowenthal to the Budget and

13 Planning Committee.

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President Fong reported that the Governor's Office is working to make appointments to

expired terms and vacant seats on the LoC Board.

President Fong reported that she attended the "Statewide Trustees Conference – Library

Stewardship for the 21<sup>st</sup> Century" in Sacramento on May 31, 2002. She noted that Carla Lehn,

Literacy Programs Consultant, and Barbara Will, Library Programs Consultant, were

instrumental in organizing the conference. In addition, Carolyn Corbin was the keynote speaker,

Member John Kallenberg was one of the panelists for the response, and President Fong gave a

speech on trusteeship and stewardship.

In recognition of service to the LoC, President Fong presented a resolution of appreciation to

James R. Dawe for his years of service to the LoC Board and the LoC program and for his

continued support to the libraries of California.

President Fong then commended Mark Parker as a dedicated professional and thanked him

for his work as Library Development Services Bureau Chief. She praised him for his many

contributions, insight, guidance and fine service to the LoC Board and to the State Library and

congratulated him on his new position with the Sacramento Public Library.

5 President Fong welcomed Liz Gibson as Interim Bureau Chief and Tom Andersen as the new

Assistant Bureau Chief to the Library Development Services Bureau in the State Library.

President Fong appointed Member John Kallenberg and Member Maurice Calderon to act as

the LoC Board Nominating Committee for President and Vice President nominations for 2003.

9 They will report at the November meeting.

#### **Board Vice-President's Report**

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Vice-President Wang expressed her thanks to and commended President Fong for her efforts

to write and communicate with Legislators and staff and to inform the library community during

California's budget shortfall.

#### **Chief Executive Officer's Report**

Dr. Kevin Starr, California State Librarian and Chief Executive Officer (CEO) to the LoC

Board, reported that CSL has been asked by the Department of Finance (DOF) to provide Budget

Change Proposals (BCP) that reflect 20% reductions for fiscal year 2003-04 by September 13,

2002. That request is in addition to a series of cuts that equal about 21% for the 2002/03 fiscal

year, an overall 40% cut for the 2-year period.

During California's budget shortfall, Dr. Starr stated that his goal in this process is to keep a

positive view towards the continuing importance of libraries in the public sector in California.

22 Dr. Starr reported that the State Library could possibly be chosen to administer the Proposition

40 funds, \$2.1 billion dollars of historic restoration funds for preservation and conservation. Dr.

- 1 Starr reported that the California Research Bureau is working on a number of major research
- 2 projects to assist California's elected officials in the rethinking of California's finances.

#### Director's Update

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Dr. Diana Paque, LoC Director, reviewed potential dates and locations for the 2003 LoC Board meeting schedule for the Board's consideration at the November meeting. President Fong asked about having fewer Board meetings per year and asked staff to report back on statute requirements for the number of meetings and meeting times. Paque then gave an update on LoC program funding which included the ending year balance for the last cycle. She reviewed the team activities calendar and discussed the number of team activities involving colleagues in the field and the loss of three staff who were liaisons to the Regional Library Networks. She reported that a team meeting is scheduled on September 18<sup>th</sup> to reevaluate the LoC Board packets, how to process information, and how to provide staff liaisons. She stressed the importance of continued communication with region and system representatives, and she expressed concern about being able to accomplish all of those tasks, in addition to Board related assignments, with fewer people.

#### **ACTION ITEMS/UPDATES**

#### **Budget & Planning Committee Report**

- 18 Committee Chair Gaines reported on actions considered by the Budget and Planning
- 19 Committee. Following extensive discussion on the final allocation of the 2002/03 LoC funds,
- 20 the committee chose not to introduce any change to the motion passed at the May 30, 2002
- 21 meeting (cited below).
- 22 It was moved by the Budget and Planning Committee (Gaines) and passed 7-2
- 23 (Steinhauser and Lowenthal opposed) that the Library of California Board allocates
- \$990,000 for the budget year 2002/03 in the following manner:
  - \$240,000 for statewide programs of which \$210,000 is to support the signature program Librarians' Index to the Internet (lii) and \$30,000 is to support minimum

continuation of Periodicals/Serials Database Program, and that the ILL Pilot Program
be suspended until a new rate structure is in place; and that

• the Board allocates \$750,000 to continue support of regional library networks' plans of service with instruction to the support services committee to request detailed information from regions on how regions will expend the limited amount of funding and the manner in which the regions will be working with the CLSA systems to provide for further transition of CLSA to LoC.

- Since the Department of Finance (DOF) has directed that no Budget Change Proposals (BCP) will be accepted, and since restoration of funding is unlikely, Member Gaines did not support suspending the ILL Pilot Program as set forth in the above motion. He presented the following motion to reduce the allocation to the regional library networks in order to support the ILL Pilot Program for the budget year 2002/03.
- It was moved, seconded (Gaines/Steinhauser) and died 7-2, (Steinhauser abstained), that the Library of California Board requests its Chief Executive Officer to allocate the \$750,000 allocated on May 30, 2002 to the regional library networks for the Budget year 2002/03 in the following manner:
  - Allocate \$375,000 to continue support of regional library networks, and
  - Allocate \$375,000 to the ILL program.

Member Gaines stated that the intent was to spend some of the limited resources on statewide resource sharing programs with the purpose of maintaining a statewide program. Member Kallenberg opposed the new motion and supported the motion set forth May 2002. He explained the negative impact the amendment would have on the regions. Member Tuttle agreed with Member Kallenberg. Member Steinhauser proposed an amendment to the motion to designate a signature project. Member Purucker reviewed the years of work toward establishing the LoC regions and expressed her continued support of the May motion. President Fong expressed support of forward thinking, but also expressed support of the May motion and agreed with Member Kallenberg. She then called for public testimony.

John McGinnis, Arroyo Seco Library Network and Cerritos Community College, did not support reducing the allocation to the regions. Susan Hildreth, Golden Gate Library Network,

supported funding a signature program such as Q&A Café in the future, but for the current budget year, she supported the \$750,000 allocation to the regional library networks. President Fong then called for the vote on the above motion. The motion died 7 noes - 2 ayes

4 (Gaines/Lowenthal), 1 abstention (Steinhauser).

Member Gaines continued with the committee report and presented the following motion for the recommended reduction to the 2002/03 CLSA Baseline Budget, based on Option 2 behind Exhibit C, Document 17, in the agenda packet.

It was moved by the Budget & Planning Committee (Gaines) and carried unanimously that the Library of California Board adopts the 2002/03 CLSA Budget as displayed in the chart entitled "Recommended 2002/03 CLSA Baseline Budget by Program with \$100,000 Statewide Data Base Reduction And Across the Board Reductions" and that the aforementioned chart be included in the minutes of this meeting and that no other actions with respect to the 2002/03 CLSA Local Assistance Budget be taken at this time. (See Attachment C)

Option 2, which was recommended out of the four options considered, includes a reduction to the Statewide Data Base by \$100,000 and then a 2.45% across-the-board cut to all of the other current categories of CLSA spending.

Luis Herrera, Pasadena Public Library Director, opposed any reduction of the Transaction Based Reimbursement (TBR) program and urged the Board to consider other reductions than TBR. He stressed that TBR represents the heart and soul of resource sharing and noted that Pasadena Public Library takes pride in providing services to nonresidents. On behalf of their Board and City Council, Herrera emphasized that a reduction in TBR jeopardizes future support for resource sharing services. Joe Green, Richmond Public Library Director and North Bay Cooperative Library System Chair, reiterated concern about cuts to the TBR program and the need to sustain system membership. He recommended that cuts be made to the statewide data base program and to the literacy program. Ann Cousineau, Solano County Library, and Jim Kirks, Cascade Pacific, supported the motion. Annette Milliron, North Bay Cooperative Library

- 1 System, expressed support of TBR. Susan Hildreth, San Francisco Public Library, stressed the
- 2 importance of all of the programs and supported an across-the-board reduction.
- 3 Member Gaines continued his report on committee discussions. The third issue of the
- 4 Board's recommendation to the CEO was for his response to the DOF's directive due by
- 5 September 13<sup>th</sup>, with potential 20% cuts to all of the agency programs in fiscal year 2003/04. In
- 6 order for the Board to discuss and/or take action regarding the 2003/04 budget, the following
- 7 motion was presented for discussion; however, the Board chose not to take action on or consider
- 8 any BCPs for FY 2003/04.
- 9 It was moved, seconded (Kallenberg/Lowenthal) and carried unanimously that the
- 10 Library of California Board reconsiders its previous motion to amend the agenda of
- 11 the August 15, 2002 meeting and returns to the agenda items C. 3. and C. 7. for
- 12 purposes of discussion.

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- 14 The Board presented the following recommendations for the CSL Administration to consider
- regarding the required 20% local assistance reductions for fiscal year 2003/04.
- 16 It was moved/seconded (Gaines/Kallenberg) and carried by a vote of 7 ayes 1
- 17 abstention (Lowenthal)(Harris and Wang not present), that the Library of California
- 18 Board directs its Chief Executive Officer to consider the following priorities with
- 19 regard to fiscal year 2003-04 budget reduction recommendations:
- 20 1. Eliminate funding for the System Advisory Board Program allocated in the CLSA budget;
- 22 2. Treat statewide resource sharing programs the same as local support programs;
- 23 3. Make no further reductions to the LoC budget;
- 4. Coordinate the transition of CLSA programs under the LoC Act; and
- 5. Inform the LoC Board President and Budget & Planning Committee Chair of budget recommendations to the Department of Finance (DOF) and include them in
- 27 the budget process prior to the DOF September 13, 2002 deadline.
- As discussion commenced, Member Kallenberg recommended a structural change in how
- funds are allocated between the various programs, and that the budget schedule for CLSA system
- 31 level programs be one total, rather than scheduled as individual items.
- In response to a question on the third element of the above motion, Member Gaines stated
- 33 that the Board specifically recommends that the LoC budget not be cut further from the

1 \$990,000. Cameron Robertson, Deputy State Librarian, concluded that if there were to be no

further cuts to the LoC program, then the LoC share of the cuts would need to be absorbed by

other local assistance programs.

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4 Mr. Robertson commented that although CSL's Administration is not bound by any Board

5 action, the Administration appreciates the input, not only of the Board, but also of the people in

attendance at this meeting and of the public at large. One of the approaches suggested in this

motion, Mr. Robertson noted, is to separate all of the State Library's local assistance funds into

two areas; one designated as resource sharing including the LoC, TBR, CLSA system programs,

and one designated as local service programs including Literacy and the PLF. On behalf of the

Board, Member Gaines concurred.

Margaret Donnelyn Todd, County of Los Angeles Public Library, expressed concern for cuts

to PLF and stated that PLF is the highest priority that public libraries have, and that PLF is the

highest priority of the California Library Association's Legislative Committee this year. She

stated that when direct support to public libraries goes down, the ability for public libraries to

share resources disappears.

Member Gaines stated that this discussion concludes the Budget and Planning Committee's

17 report.

#### CLSA Interlibrary Loan, Universal Borrowing, Equal Access Program

Member Purucker presented the following motion passed in the Access Services Committee.

20 It was moved by the Access services Committee (Purucker) and passed unanimously

that the Library of California Board directs its Chief Executive Officer to withhold

35% of all CLSA ILL and Direct Loan Program reimbursement payments throughout

the 2002/03 fiscal year and that, after determining the full State cost of the ILL and

24 Direct Loan programs for the 2002/03 fiscal year, directs the Chief Executive Officer to

pay the full amount remaining due to each participating library if sufficient funds

remain in the 2002/03 CLSA ILL and Direct Loan Program appropriation, or to

prorate the final payment equitably if insufficient funds remain in the 2002/03 CLSA

ILL and Direct Loan Program appropriation.

- Sandy Habbestad, CLSA Program Administrative Assistant, stated that the proposed
- 2 percentage to be withheld is based on three factors: the reimbursement rate of \$4.49 adopted by
- 3 the Board and the DOF, the projected levels of transactions, and the amount in the appropriation.

#### **CLSA Statewide Data Base Program**

- 5 Member Kallenberg presented the following motions from the Support Services Committee.
- 6 It was moved by the Support Services Committee (Kallenberg) and carried
- 7 unanimously that the Library of California Board directs its Chief Executive Officer
- 8 Library of California Board approve the allocation of 2002/03 funds for payment of
- 9 CLSA Statewide Data Base annual subsidies in the amounts of \$69, \$250, \$550, and
- \$5,500, and instruct its Chief Executive Officer to invite claims for such payments.

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- Member Kallenberg added that the \$250 amount is an additional subsidy to be applied after
- applying the \$550 subsidy, should a library qualify for both the \$250 and \$500 subsidies or
- 14 qualify for only one subsidy.
- 15 It was moved by the Support Services Committee (Kallenberg) and carried
- unanimously that the Library of California Board approves the allocation of any
- 17 2002/03 CLSA Statewide Data Base funds not required for payment of annual
- subsidies, for competitive grants up to \$7,500 each to individual public libraries for
- 19 Z39.50 server software acquisition and installation; and that the Board instruct its
- 20 Chief Executive Officer to invite applications for such grants.

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#### **Regional Library Networks**

- 23 It was moved by the Support Services Committee (Kallenberg) and carried
- 24 unanimously that the Library of California Board accepts the reports from the seven
- 25 regional library networks that detail the impact of funding reductions to their 2002/03
- 26 Plans of Service and specify the cooperation anticipated with their CLSA systems to
- 27 provide services to their members.

- 29 Paque added that in committee Member Kallenberg asked for an end of year report, an
- evaluation of how the funding is actually used. The Board had requested certain elements in this
- 31 report, and the committee asked through Member Kallenberg that the Regions also do similar
- 32 reporting to evaluate access. Paque stated that the Board's request would be communicated to
- the regional library networks as part of their reporting requirements.

#### **COMMITTEE REPORTS**

#### **2** Access Services Committee

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- 3 Committee Chair Purucker reported that AB 2730, authored by Assembly member Carl
- 4 Washington, is now in suspense. She expressed hope that some day young adults would
- 5 receive the benefit of this type of funding.

#### **Legislative Committee**

- 7 Committee Chair Steinhauser emphasized the need to move ahead with the LSTA
- 8 reauthorization and encouraged others to continue support.

#### 9 **Support Services Committee**

- 10 Committee Chair Kallenberg reported that the Library of California now has 607 members
- and 1,834 participating libraries. On behalf of the committee, he expressed his concern about
- 12 how the LoC would proceed with the development of standards when there are fewer staff to
- perform the work.

#### 14 Literacy Committee

- 15 Committee Chair Tuttle expressed hopes that the current literacy programs can be sustained
- 16 if no new programs are added. She also expressed hopes for Dr. Carole Talan's immediate
- 17 recovery and return to the program. She commented on the success of the Adult Literacy
- 18 Program as documented in Exhibit C, Family and Adult Literacy Improvement.
- 19 Cindy Costales, Literacy Programs Consultant, reported that she is working with outcomes in
- 20 the FFL program and coordinating her efforts with a parent survey. She reported that Saundra
- 21 Stein from the National Institute for Literacy has given direction on how to improve the parent
- survey and working with outcomes, on how to show the increase in the number of parents
- reading more to their children and the increase in the level of library use, showing the percentage
- of parents from the FFL program that are preparing their children for kindergarten.

#### **Budget and Planning Committee**

2 Committee Chair Gaines had nothing additional to report.

#### 3 **PUBLIC COMMENT**

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- 4 Nancy Sieck, Petaluma High School Library, thanked the Board for its support of school
- 5 libraries and expressed support for resource sharing.

#### **BOARD COMMENTS**

- 7 Member Lowenthal thanked Dr. Starr, Cameron Robertson and staff for their support to the
- 8 funding decision process during this meeting.
- 9 Member Harris apologized for his absence on the Board and commended staff for continuing
- 10 to keep him informed. He added that he would now be taking an active role with the Board and
- 11 its activities.
- Member Steinhauser expressed numerous thanks to the field and others during these
- challenging times. She extended special thanks to Mark Parker for his extensive service to the
- 14 LoC and also expressed appreciation to former Board President Jim Dawe. She thanked Member
- 15 Gaines for managing the challenging budget discussions. She commended President Fong for
- 16 facing the challenges during this difficult process of budget reductions. She emphasized the
- importance of evaluating LoC's core mission and merging LoC and CLSA.
- Former Member Dawe thanked everyone for a wonderful experience and for the resolution of
- 19 appreciation presented to him earlier. He reported that he is working on San Diego's \$300
- 20 million ten-year plan to build a new main library, to build 12 new branch libraries and to expand
- 21 10 branches. He was Master of Ceremonies for a kick-off event promoted by Deborah Szekely
- 22 to establish an immigration museum for new Americans, which focuses on immigrants since
- 23 1945. The kick-off event was an essay contest open to all sixth through twelfth graders in the
- 24 San Diego Unified School District and San Diego Community College students who had families

that had arrived in America since 1945. There were 33 winners, and the awards ceremony was

2 held at the new Natural History Museum. The essays are to be displayed in local libraries along

3 with videos of the villages and cities from which the families of the awardees came.

4 Member Kallenberg expressed his appreciation for the input received at this difficult time of

decision-making in budget reductions. He noted that this meeting has seen the largest number of

public library directors in attendance since his appointment to the Board.

7 Member Purucker expressed empathy to the field for the budget reductions. She thanked

8 Member Gaines for his expertise in chairing the Budget & Planning Committee. She extended a

special appreciation to Mark Parker for his service to the State Library. Member Purucker noted

that she and Dr. Starr attended a special ceremony in a tribute to Lawrence Clark Powell (1906-

11 2002) on June 23, 2002 at the UCLA Powell Library.

Member Gaines expressed his continued enthusiasm for libraries, and noted the expansion

and construction of libraries in the Conejo Valley Corridor in the last 3 to 5 years.

Member Tuttle thanked the field for their contributions and support to the Board for today's

budget decisions. She extended a farewell to Mark Parker and thanked him for his good work.

She congratulated Dr. Starr on his latest book on California history.

Dr. Starr thanked the Board and members of the library community for attending today's

meeting. He emphasized the importance for everyone to retain high library values in California.

He commended the Board Members for their stabilizing influence and wise counsel, and stated

that their recommendations will certainly be taken into consideration by his administration when

final budget reduction proposals are made to DOF.

President Fong thanked the Board Members for their support, vitality and commitment

during this challenging time. She credited the staff for jobs well done and thanked everyone for

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- 1 attending and providing supportive input. Although the past year has been difficult, she
- 2 expressed continued optimism to move ahead.

#### 3 AGENDA BUILDING

- 4 1. Election of Officers President Fong
- 5 2. CLSA 25<sup>th</sup> Anniversary Celebration President Fong

#### 6 **ADJOURNMENT**

- 7 There being no further business to come before the Board, the meeting was adjourned at 2:45
- 8 p.m., August 15, 2002.

### Table A Requests for Network Affiliation for New Members

ARROYO SECO

MembersParticipating LibrariesCalifornia State University,University Library

Dominguez Hills

Campbell Hall School Ahmanson Library
Santa Ana Public Library Main Library

**GOLDEN GATEWAY** 

Members Participating Libraries

Contra Costa County Public Law Library Contra Costa County Public Law Library

Attachment B

## Table B Requests for Network Affiliation for Additional Participating Libraries for Existing Members

ARROYO SECO

MemberNew Participating LibraryLos Angeles Unified School DistrictSylmar Senior High School

Doc. 3537\_1

# RECOMMENDED 2002/03 CLSA BASELINE BUDGET BY PROGRAM WITH \$100,000 STATEWIDE DATA BASE REDUCTION AND BALANCE ACROSS THE BOARD

PROGRAM	2001/02 CLSA BASELINE BUDGET	2002/03 ADJUSTMENTS	RECOMMENDED 2002/03 CLSA BASELINE BUDGET
Transaction Based Reimbursements	\$12,145,000	(\$297,143)	\$11,847,857
Consolidations & Affiliations	0	0	0
Statewide Data Base	275,000	(100,000)	175,000
System Advisory Boards	45,000	(1,102)	43,898
System Reference	1,905,000	(46,608)	1,858,392
System Communications & Delivery	1,276,000	(31,219)	1,244,781
Special Services:			
California Literacy Campaign	4,090,000	(100,067)	3,989,933
Special Services: Families for Literacy	1,384,000	(33,861)	1,350,139
System Planning, Coordination, & Evaluation	0	0	0
Statewide Communications & Delivery	0	0	0
State Reference Centers	0	0	0
Total	\$21,120,000	(\$610,000)	\$20,510,000
State Operations	\$646,410	-0-	\$646,410